

**RINCON CONSULTANTS, INC.**

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# FEDERAL SUPPLY SCHEDULE

**899-1, 899-1RC - ENVIRONMENTAL CONSULTING SERVICES**

**899-7, 899-8RC - GEOGRAPHIC INFORMATION SERVICES**

**899-8, 899-8RC - REMEDIATION AND RECLAMATION SERVICES**

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*Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system.*

*The INTERNET address for GSA Advantage! is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov).*

**Contract Number:** GS-10F-0026X

**Contract Period:** November 9, 2010 – November 8, 2015

**Contact Info:** Joseph Duane Vander Pluym, D.Env., Principal  
Rincon Consultants, Inc.  
180 North Ashwood Avenue  
Ventura, California 93003  
805-644-4455  
Fax-644-4240  
[www.rinconconsultants.com](http://www.rinconconsultants.com)

## CONTRACT INFORMATION

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**Contract Period:** November 9, 2010 – November 8, 2015  
**Contact Info:** Joseph Duane Vander Pluym, D.Env., Principal  
Rincon Consultants, Inc.  
180 North Ashwood Avenue  
Ventura, California 93003  
805-644-4455  
Fax-644-4240  
**Website:** www.rinconconsultants.com  
**Business Size:** Large  
**Schedule Title:** Environmental Services  
**Special Item Number:** 899-1, 899-1RC – Environmental Consulting Services  
899-7, 899-7RC – Geographic Information Services  
899-8, 899-8RC – Remediation and Reclamation Services  
**Maximum Order:** \$1,000,000  
**Minimum Order:** \$100  
**Geographic Coverage:** FOB Destination, Domestic Delivery  
**Discount:** Discount relationship applicable to the contract is at least  
0.74% (excluding IFF) from CMP  
**Quantity Discount:** None  
**Payment Terms:** 1% Rebate for payment within 20 days of receipt of  
invoice. Net 30 days  
**Government Purchase Cards:** No  
**Foreign Items:** No  
**Time of Delivery:** The exact delivery time and location to be specified on  
individual task orders  
**FOB Point:** Domestic  
**Ordering Address:** Rincon Consultants, Inc.  
180 North Ashwood Avenue  
Ventura, California 93003  
**Payment Address:** Rincon Consultants, Inc.  
180 North Ashwood Avenue  
Ventura, California 93003  
**DUNS Number:** 836949552  
**Central Contractor** Registered  
**Registration Database:**

**Rincon Consultants** is a multi-disciplinary environmental sciences, planning, and engineering consulting firm that provides quality professional services to government and industry. Our highly trained professionals have many years of experience in urban, land use, and environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management.

We provide services categorized into four core areas: Environmental Planning, Biological Resources Assessment and Regulatory Compliance, Environmental Site Assessment and Remediation, and Sustainability Services. We also have a GIS and Graphics group to enhance our documents and support our data analyses for projects addressing issues in the three aforementioned areas of expertise. Our approach to projects is focused on well-designed solutions that respond to our clients' specific needs in a cost-effective manner. Our staff has extensive formal training and on the job experience related to project management skills. These skills, coupled with our technical knowledge, allow us to meet the budgetary and scheduling constraints inherent to each project.

We take pride in our profession, our work product, and ensuring that each client is satisfied with the selection of Rincon to serve their environmental consulting needs.

180 North Ashwood Avenue Ventura, CA 93003 805-644-4455 Fax-644-4240	1530 Monterey Street, Suite D San Luis Obispo, CA 93401 805-547-0900 Fax-547-0901	5355 Avenida Encinas, Suite 103 Carlsbad, CA 92008 760-918-9444 Fax-918-9449	437 Figueroa Street, Suite 203 Monterey, CA 93940 831-333-0310 Fax-333-0340
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## **SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

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Rincon's broad range of environmental services that meet Special Item Numbers (SINs) 899-1, 899-1RC and 899-8, 899-8RC can be categorized into three core areas: Biological Resources Assessment and Regulatory Compliance, Environmental Planning, and Environmental Site Assessment and Remediation. We also have a GIS and Graphics group (SIN 899-7 and 899-7RC) to enhance our documents and support our data analyses for projects addressing issues in the three aforementioned areas of expertise. Our approach focuses on well-designed solutions that respond to our clients' specific needs in a cost-effective manner. Consequentially, Rincon has received multiple awards for excellence from environmental planning industry organizations, including the American Planning Association and the Association of Environmental Professionals.

Specific analyses and documentation conducted by our core areas of expertise, including our GIS and graphics capabilities are further discussed on the following pages.

### **Biological Resources Assessment and Regulatory Compliance**

A Biological Resources Assessment is an important first step in planning efforts to assess and balance the impacts of human activities on natural areas. Biological resources that may be encountered include listed or otherwise protected vegetation and wildlife, nesting birds, jurisdictional drainages and wetlands, coastal waters, communities of special concern, and special biological protection areas. Rincon Consultant's biologists have specialized expertise in field survey design, identifying and mapping sensitive biological resources, and communicating the seasonal and regulatory restrictions associated with them. Rincon's in-depth understanding of local biology and regulatory processes allows us to provide recommendations for project design, alternative siting, and options for minimizing environmental impacts and the associated cost of mitigation.

Our talented and federal authorized wildlife biologists, botanists, ecologists, and project managers have extensive experience in the following areas:

- *Baseline Biological Resources Inventories and Vegetation Mapping*
- *Rare, Threatened, and Endangered Plant and Wildlife Species Surveys*
- *USACE Formal Wetland Delineations*
- *Complete Regulatory Compliance and Mitigation Planning*
- *USACE Sections 404 and 10 Drainage/Wetlands Permits*
- *Coastal Development and Grading Permits*
- *ESA Section 7 Consultations and Section 10 Habitat Conservation Plans*
- *Wetland, Riparian, and Upland Habitat Revegetation and Restoration Planning*
- *Construction and Mitigation Monitoring*

### **Environmental Planning**

Environmental analysis under NEPA incorporates a broad range of disciplines that concern the interactions of people with the physical, biological, and social environment. Rincon Consultants staff has prepared hundreds of studies in compliance with the NEPA regulations. Rincon regularly works with federal agencies to assure that compliance with NEPA is adequately documented and that the balance between environmental concerns and the implementation of a project is appropriately addressed. The following list summarizes environmental planning and analysis work conducted under SIN 899-1 and 899-1RC:

- *NEPA Compliance: EISs, Environmental Assessments, Categorical Exclusions*

- *Planning Services: General Plans and Specific Plans, Neighborhood Planning and Community Involvement Programs, Contract Planning Services*
- *Redevelopment: Blight Studies and associated Environmental Analysis*
- *Alternative Transportation: Pedestrian/Bicycle Planning*
- *Corridor Studies: Rails to Trails, Roadway Widening and Utility Alignments*
- *Mitigation and Construction Monitoring*
- *Stormwater Pollution Prevention Plans*
- *Noise Studies and Air Quality Analysis*
- *Grant Application Assistance*

### **Environmental Site Assessment and Remediation**

Services that involve only the consulting portion of environmental remediation efforts are included under these SINs. Any actual remediation efforts are performed under SIN 899-8 and 899-8RC, and are discussed under those SINs below. ESA work performed under SINs 899-1 and 899-1RC include:

- *Phase I and Phase II Environmental Site Assessments*
- *Health Risk Assessments: Preliminary Endangerment Assessments and Risk Based Corrective Action Modeling*
- *Geological and Seismic Studies*
- *Expert Witness/Litigation Support*

## **899-7 AND 899-7RC GEOGRAPHIC INFORMATION SERVICES**

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### **GIS and Graphics Resources**

Rincon provides state-of-the-art GIS services using ArcGIS® software. Our graphics staff excels at converting biological and environmental site assessment field data gathered by our Trimble® Global Positioning Systems (GPSs), which offer integrated GPS/GIS data collection with submeter accuracy, and presenting spatial analysis in the form of maps, charts or tables. By visually representing geographic information and its associated characteristics and attributes, clients have additional options for communicating project information. Applications for GIS analysis include the following:

- *Overlay critical resources to determine which project alternatives will minimize impacts.*
- *Combine potential impacts to represent cumulative effects of the project on environmental resources.*
- *Identify the extent of contamination areas, associated concentrations, and potential risk levels*

- *Locate resources in the vicinity of a project such as utilities, fire stations, and hospitals.*
- *Overlay maps of land use, habitat type, soils, and hydrology to guide selection of potential restoration sites.*
- *Map revegetation plans and model success of colonization.*
- *Monitor restoration efforts by mapping plant distribution and size class.*

In addition, using a variety of graphic techniques including image retouching, photographic montage, shadow and 3-D modeling, and photo-simulation, Rincon has the capability to create newsletters, displays, and presentations for clients. Rincon has particular expertise in converting CAD drawings to representative and understandable graphics and in creating 3-D photo-simulations to illustrate the effect of proposed structures within the context of the immediate site vicinity. Our graphics capacity includes, but is not limited to:

- *Mapping and Data Management*
- *Computer Aided Drafting (CAD) and Design*
- *Graphic Design and 3-D Photosimulation*
- *Newsletters/Brochures and Website Development*

## **899-8 AND 899-8RC REMEDIATION AND RECLAMATION SERVICES**

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### **Environmental Site Assessment and Remediation**

Remediation services that Rincon conducts under these SINS would include waste characterization, field investigation, wetland restoration, emergency response clean up (ERC); underground storage tank/above-ground storage tank (UST/AST) removals, soil vapor extraction and other in-situ remediation activities including construction and maintenance of carbon absorption systems, as illustrated below.

- *Hazardous Waste Characterization and Remediation: Soil and Groundwater Assessment, Groundwater Monitoring, Remedial Action Plans and Closure Reports*
- *Underground Storage Tank Removal and Investigation*
- *Site Remediation: Urban Redevelopment Remediation and Monitoring, In-situ Remediation System Design, Construction, Monitoring and Maintenance*
- *Health Risk Assessments: Preliminary Endangerment Assessments and Risk Based Corrective Action Modeling*
- *Expert Witness/Litigation Support*



## PRICE LIST

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LABOR CATEGORY (e.g. Job Title/Task)	GSA PRICE (including IFF)
Sr. Principal	\$149.98
Principal	\$135.00
Supervising Env. Scientist/Planner	\$123.98
Senior Env Scientist/Planner II	\$115.00
Senior Env Scientist/Planner I	\$94.96
Env. Scientist/Planner III	\$96.98
Env. Scientist/Planner II	\$84.95
Env. Scientist/Planner I	\$65.00
Env. Technician	\$56.99
Environmental Field Aide	\$44.99
Computer Aided Drawing (CAD) Specialist**	\$64.43
GIS Specialist	\$64.44
Graphic Designer	\$64.43
Clerical**	\$49.96
Production Technician**	\$54.97

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code Title	WD Number
Computer Aided Drawing (CAD) Specialist	30061 Drafter/CAD Operator I	05-2017
Production Technician	01090 Duplicating Machine Operator	05-2071
Clerical	01111 General Clerk I	05-2071

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and above. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

## **DESCRIPTION OF LABOR CATEGORIES**

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The following describes Rincon Consultants general labor categories. Please note that at the higher levels of responsibility, higher levels of education do not substitute for years of specific relevant experience in the environmental services field. At lower professional levels, a Master's degree may be substituted for one year of experience, and a Doctorate for up to 2.5 years of experience as compared to those with Bachelor's degrees. Where a college degree is not required, a Bachelor's degree may be substituted for up to 2 years of experience.

### **SENIOR PRINCIPAL**

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Senior management professional who is also an officer of the corporation and who exercises general supervision, direction, and control over the business. Senior principals are the ultimate arbiter of contractual disputes and are authorized to sign contracts and cost estimates. Senior Principals directly hire and dismiss personnel based on performance reviews and recommendations of senior staff. Senior principals have at a minimum baccalaureate degrees and 20 years of environmental consulting experience.

### **PRINCIPAL**

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A senior level management professional with responsibility for a business line, including responsibilities for marketing, business development, project management, and direct supervisorial control of staff. Principals negotiate contracts and scopes of work, and sign subcontracts based on internal standard procedures. Principals have at a minimum baccalaureate degrees and 10 years of environmental consulting experience.

### **SUPERVISING ENVIRONMENTAL SCIENTIST/PLANNER**

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Develops and reviews scopes of work for Principal final review and approval, negotiating contracts in coordination with Principals, maintains client relations with only general and infrequent review and guidance from the Principals. Responsible for coordinating the scheduling of staff along business lines, and maintaining quality control/quality assurance. Directly responsible for assigning staff to various projects and working with other senior staff to determine personnel needs. Interviews and recommends the hiring of personnel by the Principals, and conducts personnel performance reviews with the Principals. Often serves as the primary point of contact (POC) for the client. Supervising environmental scientists/planners have at a minimum baccalaureate degrees and 8 years of environmental consulting experience.



### **SENIOR ENVIRONMENTAL SCIENTIST/PLANNER I**

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The Senior Environmental Scientist/Planner category manages the preparation of high quality technical studies and environmental documents. Project management includes leading the preparation of proposals and interviews, overall budgetary control, control of the schedule and timely delivery of services, overseeing and/or completion of all portions of the study, completing the assignments within the parameters of the scope, budget, and schedule, and may serve as the primary point of contact for the client. The majority of work is completed in a largely unsupervised manner, and this labor category is responsible for the completion of small projects and major tasks of larger projects. The Senior level position I at a minimum requires a baccalaureate degree and at least 6 years of relevant consulting experience. One year of experience is credited to those individuals with a Master's degree in planning, environmental science or a related field from an accredited university or college. Senior level personnel with Doctorate degrees are credited with 2.5 years of experience in environmental services.

### **SENIOR ENVIRONMENTAL SCIENTIST/PLANNER II**

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This advanced senior level personnel manages and directs the most complex environmental studies with minimal oversight from supervisors and Principals. Includes all responsibilities indicated above for the Senior Environmental Scientist/Planner category with a proven ability to perform complex studies. The Senior level position II at a minimum requires a baccalaureate degree and at least 8 years of relevant consulting experience.

### **ENVIRONMENTAL SCIENTIST/PLANNER I**

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This is an entry professional level position for personnel with a baccalaureate degree and a minimum of 0 years of relevant experience with respect to the provision of environmental services, and up to 3 years of relevant experience. All entry level professionals with college degrees (Bachelor's, Master's, or Doctorate) from an accredited program begin at this position if they do not have direct environmental consulting experience.

This labor category formulates and conducts technical planning and environmental studies in a timely and efficient manner and provides results in a concise, well-written document. This position shows an ability to use multiple resources, quantitative and qualitative research methodologies to obtain and interpret information, writes clearly using various styles, and effectively addresses client and public needs. Environmental scientist/planners conduct fieldwork necessary to complete documentation for specific projects, coordinate and consult with federal, state and local regulatory agencies on scope and impact of projects, and show the ability to analyze and prioritize information, distilling it to the critical issues and drawing accurate conclusions. Work is executed under a moderate to high level of supervisory review and guidance.

A variety of disciplines is listed under this category, each requiring specialized knowledge in that discipline. Those personnel involved in hazardous materials work must be certified through OSHA 40-Hour HAZWOPER training.

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#### **ENVIRONMENTAL SCIENTIST/PLANNER II**

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This is a mid-level professional position for personnel who have gained experience in their specialty areas and shown the ability to effectively and efficiently manage the preparation of tasks associated with environmental documents. This level includes those personnel with baccalaureate degrees and a minimum of 3 years of experience. One year of experience is credited to those individuals with a Master's degree. Those individuals with a relevant doctoral degree are credited with 2.5 years of experience. Environmental Scientist/Planner II executes work under a moderate level of supervisory guidance. This individual may hold certifications in their specialty field and has acquired additional education or training.

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#### **ENVIRONMENTAL SCIENTIST/PLANNER III**

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This is a mid-level professional position for personnel who have gained considerable experience in their specialty areas and shown the ability to effectively and efficiently manage the preparation of major tasks associated with environmental documents. This level includes those personnel with baccalaureate degrees and a minimum of 5 years of experience. One year of experience is credited to those individuals with a Master's degree. Those individuals with a relevant doctoral degree are credited with 2.5 years of experience. The Environmental Scientist/Planner III executes work under a moderate to sporadic level of supervisory guidance.

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#### **ENVIRONMENTAL TECHNICIAN**

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The Environmental Technician has a minimum of 2 years of college and 1 year of relevant experience. A baccalaureate degree substitutes for the experience requirement. The Environmental Technician generally conducts field investigations to obtain data for use by environmental, engineering and scientific personnel in determining sources and methods of controlling pollutants in air, water, and soil. This worker collects samples for basic field tests using various standard instruments (pH meter, turbidity meter, dissolved oxygen meter, sound level meter, etc.). This worker also collects samples from air, soil, surface water, and groundwater for transfer to analytical laboratories for analyses. This worker is trained in the proper methods of acquiring such samples and handling to avoid contamination. For work regarding hazardous materials, this technician must be certified through OSHA 40-Hour HAZWOPER training. The Environmental Technician may also prepare routine reports presenting the results of the field sampling effort and reporting the results of analytical data obtained from laboratories.

## **ENVIRONMENTAL FIELD AIDE**

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The environmental field aide is an assistant to an environmental professional and closely supervised by the professional staff. A field aide performs routine tasks associated with recurring and continuing work according to prescribed or established procedural standards and technical methods assigned, assures that tasks are completed, data developed, methods used in securing and verifying data are technically accurate and in compliance with instructions and established procedures. Environmental field aides have attended a minimum of two years of college.

## **CAD SPECIALIST**

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The Computer Aided Drawing (CAD) specialist performs drafting work using the AutoCAD® design and documentation software, requiring knowledge and skill in drafting methods, procedures, and techniques, prepares drawings of structures, facilities, land profiles, flowcharts, site plans, and similar graphics related to environmental services. Imports and revises information obtained from other engineering and planning firms and provides graphics design support for environmental professional staff. Drawings are used to communicate ideas, design, and information. This specialist uses recognized systems of symbols, legends, shadings, and lines having specific meanings in drawings. This position requires an Associate's degree in Drafting, Fine Art, or similar, at least one certification of specific training in AutoCAD®, certification or a demonstration of knowledge in the use of 3D in the AutoCAD® environment, and a minimum 2 years of experience in the use of CAD software.

## **GIS SPECIALIST**

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The GIS Specialist is trained in the use of GIS software (ArcGIS® and/or AutoCAD® Map 3D) and is capable of creating multiple types of maps and implementing GIS analytical tools for producing information for use in environmental and biological reports. The GIS Specialist acquires, maintains, and updates GIS data layers; makes GIS data layers available company-wide for viewing and querying via published map files, acquires digital aerial photography and other imagery for use in mapping, and maintains the GIS library and metadata. This person is familiar with multiple ArcMap® plug-ins, knowledgeable in multi-spectral image classification, ortho-rectification, and differential correction of field data acquired from GPS equipment. The GIS Specialist is also typically cross-trained in the graphics tools used by the Graphic Designer. The GIS Specialist holds an AA degree with a minimum 5 years of experience, has taken coursework or completed a variety of specialized GIS training courses and workshops, and also may have obtained specialized GIS certification. If the GIS Specialist holds a Bachelor's degree, that degree is considered to be equivalent to 3 years of work experience in this field, and the individual would also have at least 2 years of direct GIS experience.

## **GRAPHIC DESIGNER**

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The Graphic Designer prepares presentation graphics and supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents using specialized graphics computer software. Graphics assignments are prepared using software programs including, but not limited to, Adobe® Illustrator®, Photoshop®, Acrobat®, and InDesign®; Corel® Designer; Microsoft® Powerpoint; and similar software programs. This labor category designs graphics for use in environmental documents, advertising, and marketing materials. This position requires an Associate's degree (2 years in college) in Drafting, Fine Art, or similar.

## **CLERICAL**

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The clerical position requires a high school diploma or GED certificate and the ability to maintain close attention to detail with a commitment to accuracy and quality. Clerical staff perform routine administrative support within an automated office environment, including basic filing both of hard and electronic files, data input, assistance in hard copy production, tracking of equipment and maintenance schedules, operating office machines; storing, distributing, accounting for stores of materials; distributing mail, and delivering messages. Accounting clerks, a subcategory, performs one or more accounting tasks, including posting to registers and ledgers, balancing and reconciling accounts; verifying the internal consistency, completeness, and mathematical accuracy of accounting documents while under detailed guidance and supervision.

## **PRODUCTION TECHNICIAN**

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The production technician at the request of professional staff gathers all materials necessary to produce digital and hard copies of the work product. This person operates photo-copying machines, makes CD copies, operates small binding machines, performs clerical duties associated with the request for printing and photographic services, prepares assembly sheets, prints requisitions with specifications for printing and binding, follows and completes Quality Assurance forms for hard copy reproduction, assembles the hard copies for delivery, and tracks the delivery of the work product as necessary. The production technician may also prepare simplified graphics materials using software programs while under close supervisory control by Graphics staff and/or the project manager.